



Bee Cave Public Library Interlibrary Loan Policy

Bee Cave Public Library offers Interlibrary Loan (ILL) as a service to its patrons. Books or magazine articles not available at Bee Cave Public Library (BCPL) may be requested through ILL.

Requests are limited to 5 per patron at one time. Patrons are required to pay any photocopying charges assessed by the lending library.

Loan periods are set by the lending library. Overdue charges on ILL materials will be the same as those charged by BCPL. Charges for lost or damaged materials will be determined by the lending library.

The following types of materials may be borrowed or lent by Bee Cave Public Library on ILL:

- Books
- Large print books
- Photocopies of magazine, newspaper or journal articles

Bee Cave Public Library will not borrow or loan the following types of materials:

- DVDs, CDs or VHS
- Audiobooks
- Books on best seller lists
- Reference books
- Items of high local demand

Staff must be able to verify

- Author, title and ISBN for books
- Exact citation (volume, page, date) for articles

Patron accounts must be in good standing with no unpaid fines or charges at BCPL, and no previously lost or damaged ILL items.

Bee Cave Public Library complies with all federal copyright laws.